

CLARK HOUSE



hprs@fairfaxcounty.gov
703.827.0609



6332 Barcroft Mews Drive, Falls Church, Virginia

The Clark House, a turn-of-the-century Victorian farmhouse, is an ideal site for your wedding celebration or other social gathering. Built in 1902 by William Clark, the Clark House is the surviving architectural remnant of a large dairy farm which operated for over 50 years in Annandale. The formal entry hall, three large rooms and the wraparound veranda offers your guests a glimpse back to a time when entertaining was an art.

Driving Directions

Take Beltway Exit 52B (Little River Turnpike, Route 236 east) two miles to a left on John Marr Drive. Make a right onto Columbia Pike. Go 1.8 miles to a right onto the service road at Barcroft Shopping Plaza. Turn left on the service road toward the Barcroft Mews Townhomes. Clark House is on the left in the Barcroft Mews Townhomes.



To request this information in an alternate format, call Inclusion and ADA Support, 703.324.8563, TTY 703.803.3354.

Private Rental Rates

Base Fee (6-hours):	\$700 Fairfax County Residents \$825 Non-Resident
Extra Hours:	\$150
Alcohol Beverage Use Fee:	\$150
Security Deposit:	\$400

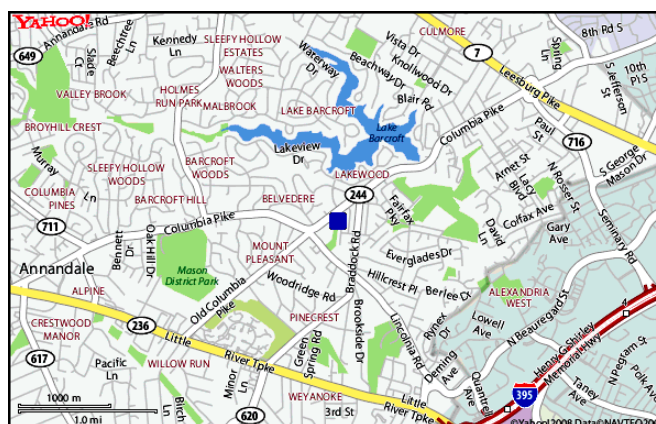
Equipment Included With Rental

- 12 4-foot round tables
- 6 6-foot rectangular tables
- 1 10-foot buffet table (in central hall)
- 90 Padded metal folding chairs

Capacities

Indoor Reception: 65

Indoor Banquet: 65 among three rooms



Historic Properties Rental Services

1659 Chain Bridge Road, McLean, VA 22101

Tel: 703-827.0609 Fax: 703.827.0492 E-Mail: hprs@fairfaxcounty.gov

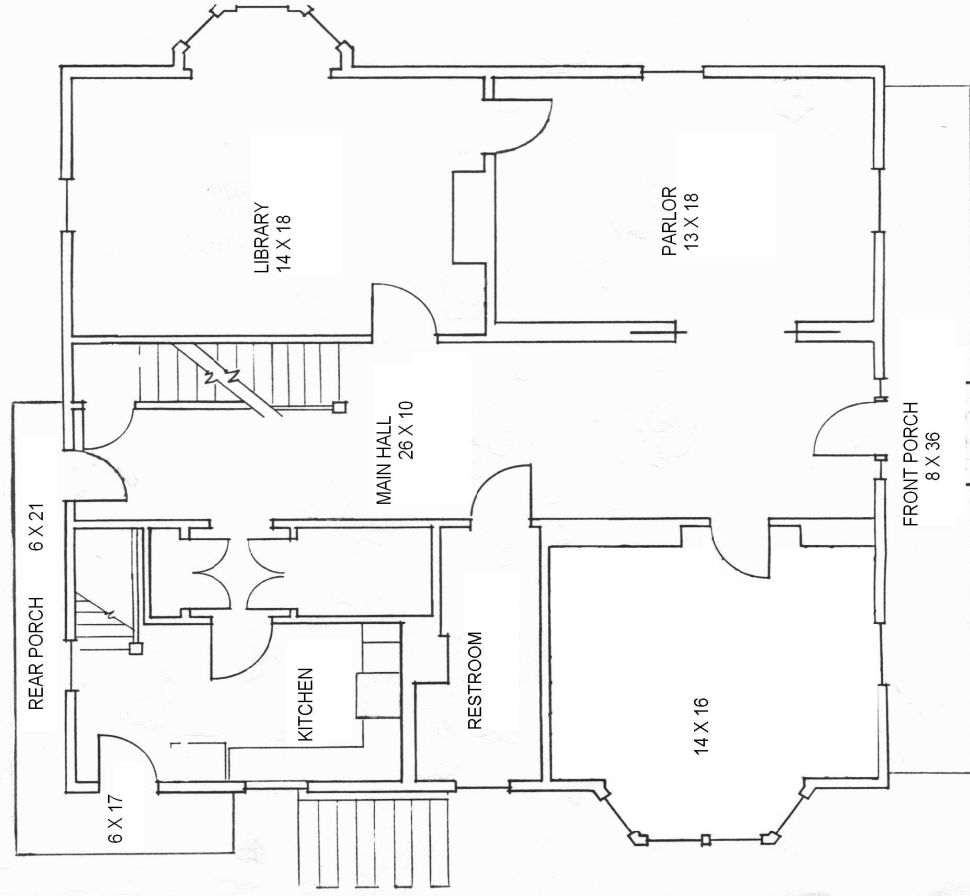
Web: www.fairfaxcounty.gov/parks/weddings.htm

Clark House Policies

- ◆ **NOW IS THE TIME** to plan the logistics for your use of Clark House. Check with your caterer, florist, and rental company well in advance to find out how much time they will need.
- ◆ **AVAILABILITY:** Clark House may be rented 364 days a year, Monday - Thursday, 7:30 a.m. - 11:00 p.m., and Friday - Sunday, 8:00 a.m. - 12 midnight. Contracts are taken up to one year in advance, based on calendar month. All contracts are processed on a first come, first served basis.
- ◆ **SETUP AND CLEANUP:** Setup and cleanup times are included in the contracted rental period. Setup and cleanup of all equipment, decorations, etc. is the responsibility of the renter or his/her designate. Staff will supply all cleaning materials, except trash bags.
- ◆ **CHANGES IN RENTAL TIME:** You may change or add hours to your schedule, as long as your request is in writing and at least ten days notice is provided.
- ◆ **PRE/POST-INSPECTION:** A staff member will conduct a walk-through inspection before and after your function. If you cannot be present, please have a responsible friend, family member, or your caterer be available. There will be a staff member on site for your entire rental; please feel free to ask any questions during your event.
- ◆ **STORAGE:** There is no storage space available at the Clark House. All equipment must be delivered, set up, taken down and removed from the site within the time limits of your contract. The Fairfax County Park Authority will not accept responsibility for any equipment delivered to the Clark House. Staff members cannot sign for, nor inventory any incoming or outgoing equipment or services. This is the sole responsibility of the renter or his/her designate.
- ◆ **CATERING:** Professional catering is strongly encouraged at the Clark House.
- ◆ **GRILLS:** Grills are prohibited.
- ◆ **ACCESSIBILITY:** The Clark House is wheelchair accessible; however there is no inside transfer between floors.
- ◆ **SMOKING:** Smoking is NOT allowed in the building. Cigarette urns are provided on the porches.
- ◆ **ALCOHOL:** The purchase of an alcoholic beverage permit from HPRS allows consumption of alcoholic beverages inside the Clark House and on the immediate grounds. Bars must be set up in the building and are prohibited on the porches, grounds or beneath a tent. If you plan on selling alcoholic beverages, or if you plan on charging admission or requesting donations, please contact the office as there are additional requirements. **Red dye-based drinks other than red wine are prohibited.**
- ◆ **PARKING:** Eleven parking spaces are located in the main parking lot for your guests, including one designated for accessible parking. Extra parking is available at the Barcroft Plaza Shopping Center, adjacent to the Clark House. Parking is prohibited on the residential streets surrounding Clark House.
- ◆ **CANDLES:** Candles may be used, as long as they are enclosed and have something placed under them to catch wax drips.
- ◆ **DECORATIONS:** The use of birdseed, rice, flower petals, confetti, glitter, and silly string is prohibited, as is the use of tacks, staples, nails, tape, or other fasteners or adhesives. Bubbles may be used outside the house.
- ◆ **MUSIC:** DJ's, amplified music and dancing are permitted on the property. Clark House is in a residential area; outdoor music may be monitored to ensure compliance with Fairfax County Noise Ordinance restrictions.
- ◆ **TENTS:** One 10' x 10' tent is permitted on the property. Use of a tent will not increase the total capacity of the facility.
- ◆ **EQUIPMENT:** Your rental includes the use of a limited number of tables and chairs, which are listed on the attached floor plan. In order to preserve the floors, tables and chairs should be carried to their location, not dragged. Please make sure caterers, bartenders, and others are aware of condensation, drips, or spills that have occurred. Plastic MUST be placed underneath coolers, kegs, ice tubs, or any other containers.
- ◆ **CANCELLATION POLICY:** Cancellations must be received in writing. Once a contract has been signed and processed, a cancellation fee of \$200 (1/2 of the security/cleanup deposit) will be assessed for any cancellation made more than 60 days prior to the date of the rental. If cancellation is less than 60 days prior to the date of the rental, the entire security/cleanup deposit will be withheld. Additionally, prepaid rental fees are withheld if cancellation is made less than 60 days prior to the date of the event.



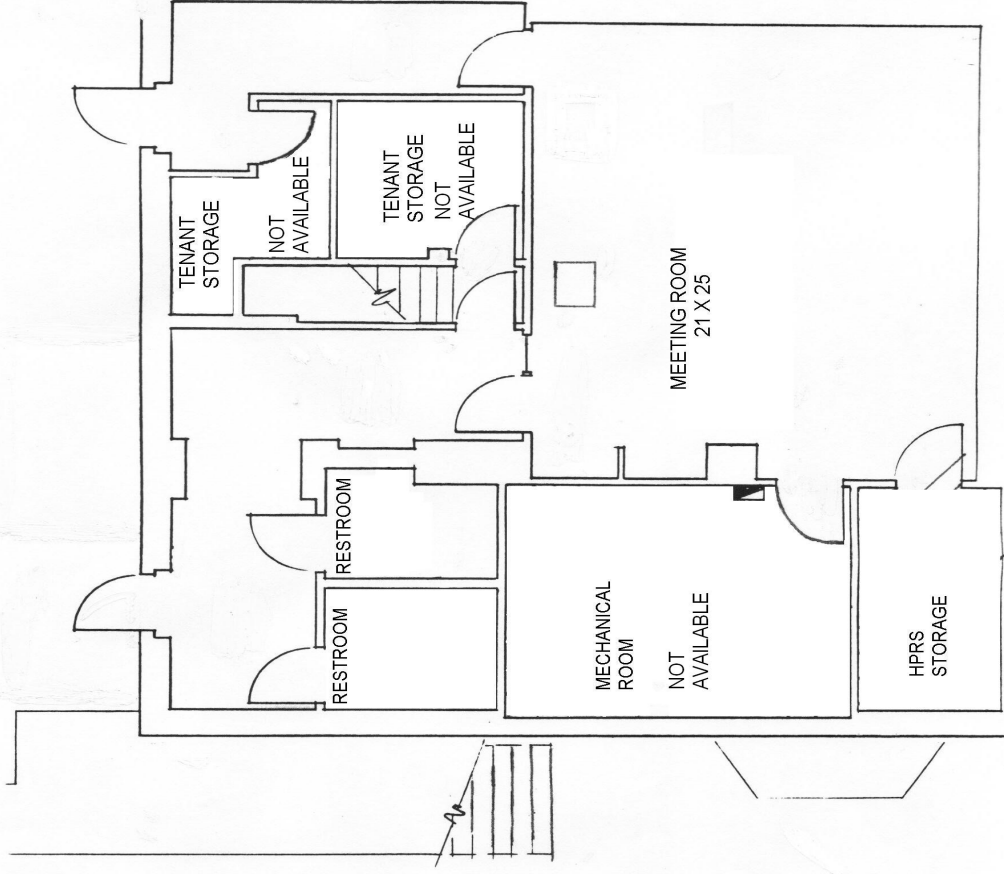
CLARK HOUSE



Main Level

Equipment included with rental:

- 12 4-foot round tables
- 6 6-foot rectangular tables
- 1 10-foot buffet table (in main hall)
- 90 Padded metal folding chairs



Lower Level



**HISTORIC
PROPERTIES**
RENTAL SERVICES

hprs@fairfaxcounty.gov

703.827.0609

Kitchen equipped with:

- Refrigerator/Freezer
- Microwave
- Stove
- Small Ice Maker
- Commercial Dishwasher
- Counter Space



HISTORIC PROPERTIES RENTAL SERVICES

hprs@fairfaxcounty.gov

703.827.0609